



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

November 30, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
JOB ORDER CONTRACTING CONSULTING SERVICES  
APPROVE SUPPLEMENTAL AGREEMENT  
SPECS. VARIOUS; CAPITAL PROJECTS VARIOUS  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

This action is to award a supplemental agreement to The Gordian Group, Inc., for Job Order Contract consulting services to assist the Department of Public Works with its Job Order Contract program.

**IT IS RECOMMENDED THAT YOUR BOARD:**

Award and authorize the Director of Public Works or her designee to execute a supplemental agreement with The Gordian Group, Inc., (or "Gordian") to extend the term of their contract for one additional year to assist the Department of Public Works in administering its Job Order Contract program, only as to those Job Order Contracts, which using the Gordian price books and other materials have been entered before the present expiration date of Gordian's contract, December 12, 2010, at a tiered fee not to exceed 1.95 percent of the dollar amount of each project work order.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

*"To Enrich Lives Through Effective And Caring Service"*

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### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended action will augment the ability of the Department of Public Works (Public Works) to effectively and efficiently respond to a broad array of repairs and refurbishment of County facilities without extensive plans and specifications.

The management and implementation of the Job Order Contract (JOC) program is enhanced through the use of specialized consultant services that include updating detailed construction unit price books and specifications, maintaining project control and estimating software, and providing on-call technical support.

On December 6, 2005, your Board authorized the Director of Public Works to execute a consultant services agreement with The Gordian Group, Inc., for three years with the two 1-year renewal options. The agreement with The Gordian Group, Inc., was executed on December 12, 2005, and the two 1-year renewal options have been exercised and executed at the discretion of the Director of Public Works.

The consultant services agreement with The Gordian Group, Inc., will expire on December 12, 2010. It will be necessary for Public Works to use the services of this consultant beyond the expiration date, for those JOC contracts using the Gordian price books and other materials which have been entered before the expiration date, in order to ensure that there is no loss of continuity in the JOC program. It is, therefore, recommended that your Board authorize the Director of Public Works or her designee to execute a supplemental agreement with The Gordian Group, Inc., to extend the term of their consultant services agreement for one additional year for this purpose.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Organizational Effectiveness (Goal 3), y increasing our ability to manage fluctuations in workload in a responsive manner and provide responsive, efficient, and high-quality public service.

### **FISCAL IMPACT/FINANCING**

The recommended actions will have no additional fiscal impact, as the projects on which the Gordian Group, Inc. is continuing to provide JOC administration services are in progress and any fees related to these services were encumbered at the inception of each project's construction phase and prior to the expiration of the existing agreement.

The consultant services agreement provides for a tiered pricing structure based on the total dollar amount of JOC work during each contract year. For the first \$5 million in as-needed JOC work orders, the fee is 1.95 percent on each work order. When the aggregate work order dollar value is between \$5 million and \$30 million, the fee is reduced to 1.55 percent for that portion of work orders. When the aggregate work order dollar value exceeds \$30 million, the fee is reduced to 1 percent for that portion of work orders.

The consultant fees will be financed through the appropriate capital, refurbishment, infrastructure, or Public Works fund(s). There is no anticipated fiscal impact to net County cost.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The supplemental agreement will be in the form previously reviewed and approved by County Counsel. The agreement will be in compliance with the Chief Executive Officer's and your Board's requirements. The rates are fixed for the entire term of the extension, and there are no provisions for any cost-of-living increases.

The supplemental agreement will not result in unauthorized disclosure of confidential information and will be in full compliance with Federal, State, and County regulations. The original consultant services agreement and the supplemental agreement contain terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The Gordian Group, Inc., as required on all publicly funded projects in excess of \$1,000, will be required to pay prevailing State wage rates to all persons employed on these JOCs.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed actions are an administrative activity of the government, which will not result in direct or indirect changes to the environment.

The appropriate environmental documentation, as required under CEQA, will be completed and your Board will be requested to make a CEQA finding before a discretionary action is approved for any construction project.

### **CONTRACTING PROCESS**

On October 28, 2004, Public Works issued a Request for Proposals (RFP) to 18 firms. Three firms responded to the RFP. The Evaluation Committee, consisting of Public Works' technical staff, evaluated the proposals and selected The Gordian Group, Inc., as the best-qualified firm to provide JOC consulting services. The evaluation was based upon the proposed organizational structure, support resources, technical and administrative expertise, experience, and proposed work plan, all of which represented the best value to the County. The Gordian Group, Inc., was selected without regard to race, creed, color, or gender.

The Gordian Group's three-year contracting history is on file with Public Works.

As requested by your Board on February 3, 1998, this JOC opportunity was listed on the Doing Business with Us website. A copy of the website posting is attached for your reference.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contracts as these contracts are for non-Proposition A services.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

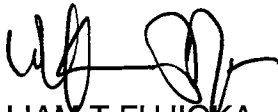
The supplemental agreement will expedite the completion of maintenance, repair, and refurbishment of County infrastructure and facilities work managed by Public Works. Minor impacts to tenant departments may occur while maintenance, repair, and refurbishment work on County infrastructure and facilities is underway.

The Honorable Board of Supervisors  
November 30, 2010  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division, and the Department of Public Works, Architectural Engineering Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a horizontal line extending from the middle of the signature.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:BC:DJT  
SW:RB:zu

Attachment

c: Executive Office, Board of Supervisors  
County Counsel  
Public Works